**Upland Green Community Organization**

11410 NE 124th Street, PMB 222, Kirkland, WA 98034

Board Meeting Minutes

February 17, 2022, 7:00-8:30pm

Board Members Present: Wendy Rea, Chris Gross, Amy Evans, Kevin Merkling, Oscar Tiburcio

1. Call to order
	* The meeting was called to order at 7:11pm.
2. Establish quorum
	* Quorum established.
3. Reading and approval of minute
	* Motion made by Amy Evans to approve January minutes.
	* Motion was seconded by Oscar Tiburcio.
	* Minutes approved.
4. Report of Officers
	* Treasurer (Oscar Tiburcio)
		+ Account balances total $88, 153.00
		+ Received 140 owner payments so far, most are for the $300 amount, some are for $270/$280 which historically had been amount for early payment.
		+ 38 payments remain outstanding.
		+ Will send statements out to those who did not pay full amount, as well as a second statement will be sent to the 38 who have not paid.
		+ Taxes have been filed and will be uploaded to the OneDrive.
	* Landscape/Architecture (Chris Gross)
		+ Mailbox
			1. Mailbox has been received and installed, outstanding is the parcel unit.
			2. Renter has been paying the mail carrier. Funds for the mailbox and parcel box need to be received from the owner, cash via mail carrier is not acceptable.
			3. Cost for mailbox unit $995, have not received parcel unit, total bill will be sent to homeowner.
			4. Motion made to move forward with having homeowner pay for mailbox and parcel box, have mail carrier return cash to renter.
				- Motion made by Wendy Rea
				- Motion seconded by Oscar Tiburcio

Action:

* + - * + Wendy to leave a note for mail carrier to return cash to renter.
				+ Oscar to bill the final costs for mailbox and installation back to the homeowner.
			1. Request received from owner on 136th, they would like to add a second story to their home.
				* Owner needs to gather the following before HOA can approve:

Permission from neighbors

Name of Architect

Tradesmen who will be coming

City Permit information

Drawings

Schedule

Timeline

Second architect for HOA to have review drawings (to be paid for by owner)

* + - * + HOA may determine to have lawyers involved; this is TBD.
			1. Request by Chris Gross – reshape patio, add cover.
				* Cover will not be attached to building.
				* Chris has been talking with neighbors.
				* No vote needed.
	+ Overflow (Kevin Merkling)
		- Kevin will be managing the list of owners/vehicles in the overflow lot.
		- Oscar will be invoicing.
		- Invoicing is annual.
1. Unfinished Business
	* + No Parking in front of mailbox
			1. Person at the city is out until end of March, will revisit.
	* Review of House Rules:
		+ Would like to get a couple of volunteers to review.
		+ Need to engage lawyer.
		+ 5.1 – review, can this be modified? Need to look at CC&Rs, think these are contradictory.
		+ 8.3 – look at fine schedule and rates.
		+ Add a rental clause; unit owner responsible, how they hold renters responsible is up to them.
		+ Rental cap? Currently we are at 55% rental.
		+ Owner registration:
			1. Contact Information.
			2. Intent to sell so that we can prepare documentation.
			3. Seasonal décor.
			4. Pets not allowed out unattended or tethered.

*Action: Need a couple people to review house rules.*

1. New Business
	* Car in common parking area on NE 139th Pl
		+ Notification needs to be sent to owner of unit, and notification to vehicle owner (renter), they have 30 days to remove vehicle.
		+ Start with homeowner

*Action: Wendy to write letter that owner has 14 days to resolve with renter; Amy to send pictures of white vehicle in driveway that has been sitting for over a year.*

1. Adjourn Meeting
	* There being to further business to discuss, meeting was adjourned at 8:30pm

Meeting recorded by

Amy Evans, Communications

Executive Meeting called to order by Wendy Rea at 8:30pm

Board Members Present: Wendy Rea, Chris Gross, Amy Evans, Kevin Merkling

Delinquencies

We have 2 delinquencies:

 Albeck (sp?)

* $2600 – no payments received since 2016.
* If no payments by end of year and no lawsuit filed, it will be written off.
* Proceed with lawsuit is guidance by lawyers.
* Approve proceeding with vote or email/write in

Zang & Lee (sp?)

* $1500 – no payments received since 2019.
* Proceed if voted with lawsuit.
* No response, lawsuit filed

Cost to begin lawsuits is $150 each, uncontested $1900.

Voting will be done electronically

Executive session concluded 8:35pm